Juneau Police Department
6255 Alaway Avenue ◆ Juneau, AK 99801
(907) 586-0600 Fax (907) 463-4808

Request for Letter of Local Person Contacts

REQUESTOR Please identify yourself and tell us how to notify you regarding this request. *PLEASE PRINT*

Name _____ Date _____

Address _____ Telephone_____

Email _____ Fax _____

We will notify you when the document is ready for inspection or pickup.
Usually within 7-10 business days.

Please provide us with the information below so that we can more easily complete your request.

Full Legal Name _____
Date of Birth _____
Drivers License Number _____
Social Security Number _____

Does this need to be notarized ? ☐ Yes ☐ No (additional charges apply for notary)

ADMINISTRATION *For staff use only.*

Request received by: _____ Date: _____
Requestor notified: _____
Documents released: _____
Fee: _____

Request referred to: _____
Request denied by: _____ Date: _____
Reason for denial: _____